General PGA Pilot Guidance

What is the PGA Pilot? The PGA Pilot is an opportunity for the trade community to work closely with CBP and the Partner Government Agencies (PGA's) as we transition filers to ACE using the PGA message set. CBP will assist in connecting the trade with the appropriate contacts at the various PGA's and providing guidance as necessary. CBP and PGA technical teams will hold a conference call with the filer (and software vendor if applicable) to monitor the filer's first ACE Cargo Release transactions with PGA message set data into ACE.

There are no restrictions to participate in the PGA Pilot, unless specifically noted. A filer will pick one or a few entries for pilot filing and, after piloting successfully, the PGA will advise if and when the filer can start to transmit those entries unassisted. Once approved, a filer can transmit one or all entries into ACE during the pilot period for that PGA program. All filers are eligible to participate in the pilot unless otherwise noted. See the attached PGA attachment for additional information related to specific PGA's. Some PGA functionality no longer requires the filer to have a pilot call for transactions.

Other documents include instructions for testing in the Certification environment and piloting live PGA entries in the Production environment. There are three sections below for importers, filers, and software developers. Please, read each section that pertains to your company. There is also a section with a brief explanation for each PGA in another document titled PGA Attachment.

A **software developer** is any company that develops software that will transmit Entry Summary and Cargo Release data to CBP. You are currently working on developing (or have developed) PGA message set data to be attached to one of those transactions. You will need to follow the Certification Instructions, as attached. Here are some highlights for new software vendors and filers (current vendors should already have a profile in Certification to test):

1. Send an email to the CBP staff listed at the bottom of this page and your assigned CBP client representative.

2. Include your company name, filer code, and the port code for which you are testing software. (All PGA's are available for testing in Certification)

3. The Client Representatives will help to set up any profiles in Certification and work to resolve any issues.

4. Any questions related to the supplemental guides should be referred to the appropriate PGA.

5. At this time, you may want to notify CBP when you expect your first transaction to be submitted into Production for each PGA. We will work to make your first transaction successful.

For the purpose of this pilot, **a filer is a broker or self-filing importer** that uses their CBP assigned filer code to file Entry Summary and Cargo Release data in ACE. You should ALREADY be actively filing ACE Entry Summary and ACE Cargo Release when possible. You will need to follow the Production instructions, as attached.

1. Verify with your software provider that you have the most updated version of the software capable of filing entries for the appropriate PGA.
     - Note: If you intend to file EPA or FDA, excluding disclaimers, you will need to contact those PGA's directly to discuss requirements, in addition to contacting CBP.
     - If you are only filing disclaimers for EPA, you only need to contact the CBP staff listed below. See the PGA Attachment document for specific information on how to submit FDA disclaimers.

2. When applicable, send an email to the CBP staff listed at the bottom of this page and your assigned CBP client representative.
     - Include your company name, filer code, port code, vendor's name and filer code, the PGA program for which you will file entries, and the commodity on the entry.

3. The CBP staff below will help to set up the appropriate profiles in Production and set up a call to monitor the pilot entry that is filed. Additional instructions will be provided based on the PGA(s) data that will be filed with your ACE Cargo Release transaction, or Entry Summary certified for ACE Cargo Release.

4. Any questions related to the supplemental guides should be referred to the appropriate PGA.

For the purpose of this pilot, an **importer** is an importer using a licensed Broker to file Entry Summary and Cargo Release data in ACE. You should ALREADY be actively filing ACE Entry Summary and ACE Cargo Release when possible.

1. Please, work with your broker to ensure that they are both able to file the PGA data you are interested in filing and that there is not another restriction which will prevent your ACE Cargo Release transaction from being filed during the pilot. Your company may need to work directly with the PGA in order to resolve issues or answer questions prior to participating in the PGA Pilot.

2. Once your company and your broker are confident that ACE Cargo Release transactions can be filed, the broker will follow the appropriate instructions to request participation in the pilot. Instructions are provided above for the Filer (broker).

3. Any questions related to the supplemental guides should be referred to the appropriate PGA.

CBP staff supporting ACE ITDS pilots are:
COONEY, MICHAEL F (michael.f.cooney@cbp.dhs.gov); MORISHITA, TSUTOMU (tsutomu.morishita@cbp.dhs.gov); BARELA, MICHAEL G (michael.g.barela@cbp.dhs.gov); JOHNSON, EILEEN M (eileen.m.johnson@cbp.dhs.gov); HARVEY, DANICA T (danica.t.harvey@cbp.dhs.gov); BORSHER, JUDITH E (judith.e.borsher@cbp.dhs.gov)

Please note that these instructions are valid only until January 18, 2016. If you do not see an update to these instructions on or before this date, please contact Steve Zaccaro at steven.j.zaccaro@cbp.dhs.gov for updated instructions. This is a fast moving pilot and requirements are likely to change, which necessitates the updated instructions.